

COMMITTEE REPORT

COMMITTEE: Executive
CHAIRPERSON: Marvin Schultz
DATE/TIME: May 1, 2006. 7:00 p.m.

PRESENT:

Berlage
 Carroll
 Hasken

Jackson
 Mapes
 Potter

Schultz

Other Board Members:

Others: Diane Williams

MINUTES

1. Minutes Approval

Dane Jackson made a motion to approve the committee minutes of April 3, 2006. Ron Mapes seconded and the motion passed.

2. Citizens' Comments – none

3. Old Business

- a) Employee handbook. Marvin Schultz stated that the State's Attorney is reviewing the differences between the Health Department's handbook and the general employee handbook. Once he is finished, the joint committee will meet to develop a recommendation.
- b) County Administrator search process. Merri Berlage reported that some telephone interviews were completed and that some face-to-face interviews are scheduled beginning tomorrow. They hope to have two candidates to present to the Board at the May 9th meeting. She and Schultz asked the committee for some direction on salary issues and the committee discussed the salary range they feel would be acceptable.
- c) Committee goals and planning. Schultz stated that during the County Board retreat he would like to see some short-term and long-term planning outlined. He discussed economic and building goals, as well as reminding the committee that the radio frequency system for public safety dispatch will be changed in the future, 2015 or 2018, and all the radios and towers will need to be replaced. Steve Allendorf and Brian Melton have estimating that cost for the past couple of years at \$6 million. Schultz also stated that there may be a need for readdressing parts of the County in the future.

4. New Business

- a) Inter-committee comments and discussion.
 - i. Vince Hasken reported that the Information & Communications Technology Committee was told by Reggie of Wizard Computers that the server is running out of space. The Sheriff's Office has one that can be purchased for about \$4500, but new licenses would be needed

at an additional cost of \$1700. The GIS Office would like to hire summer part-time help to get caught up on some projects. They had a better ending fund balance in FY2005 than anticipated and would like to spend some of that to hire help. The orthophotography flyover was completed and they expect to receive the data this fall.

- ii.** Merri Berlage reported that at the next staff meeting they plan to meet with all the local newspapers to make sure that all are certified and all departments receive the same information. May 9th is County Government Day at the courthouse. The UCCI meeting in July will be held at Eagle Ridge. Information will be distributed at the County Board meeting.
- iii.** Dane Jackson reported that the Law & Courts Committee did not have a quorum at their last meeting, so they are having a special meeting prior to the County Board meeting to act on the Circuit Clerk's request to increase her automation fee. Another agenda item has been added for a collection agency requested by the Circuit Clerk and State's Attorney's offices. The roof RFP has gone out to the newspapers and is posted on the County's website. The committee discussed the controls in the County Board room at length and ways to fix them.
- iv.** Ron Mapes reported that the Development & Planning Committee is going to prioritize their list of goals at their next meeting. The State's Attorney's Office is working on the hotel/motel tax ordinance. A Foreign Trade Zone Operator Application has been reviewed by Terry Kurt and is being sent to the County Board for approval. The CEDS Committee has a meeting scheduled for May 2.
- v.** Yerda Potter reported that the Finance Committee did not have a quorum, so they are meeting following this one. She and Merri Berlage met with the Board of Review and Chief County Assessment Office Donna Berlage and discussed the tax process. Delays are caused by the fact that the sales ratio was not received from the state last year until Thanksgiving. Representative Jim Sacia has looked into the matter and states that by law they are required to have the sales ratio to us by October 15. Donna Berlage also verified that the Board of Review can meet with only two members; if one is out of town they don't have to wait until all three are present. Potter also reported that the Finance Committee will be hearing a presentation on insurance.
- vi.** Schultz reported that the Social & Environmental Committee toured Jo Daviess Transit as well as the two CVB buildings during their last meeting. They plan to have their next meeting at the Health Department, and the following one at the Highway Department. He stated that he feels all County Board members could benefit from touring these facilities. He also reported that the committee spoke with Rich Machala about increasing the rider fee due to the high price

of gas. Machala is going to bring a proposal to the committee next month.

5. Board Member Concerns – none

6. Citizens' Comments – none

7. Closed Session

- a) Berlage made a motion to enter into closed session at 7:50 p.m. to discuss matters of personnel section 2(c)1, collective bargaining section 2(c)2, and litigation section 2(c)11. Jackson seconded and the motion passed.
- b) Potter made a motion to leave closed session at 7:55 p.m. Hasken seconded and the motion passed.

Meeting adjourned at 7:56 p.m. following a motion by Berlage and seconded by Hasken.